

City Administrator Report

City of Lake Forest Park

Date: December 12, 2020

TO: Honorable Deputy Mayor and Councilmembers

FR: Phillip Hill, City Administrator

CC: Honorable Mayor Jeff Johnson
Leadership Team

The City Administrator Report is meant to provide the council, staff and community an update on the activities of the City and on issues that concern the City. This memo will be provided in each Council packet and is divided into key sections.

Please let me know if you have any questions or need additional information about any of the following items and please feel free to contact any of the department heads for additional information.

I. Intergovernmental and local issues update

Police Department

During an attempted burglary of a residence, the homeowner fired one round from his handgun towards the burglar. The suspect screamed and ran away. A K9 track was unsuccessful; however, Detectives are following some hopeful leads.

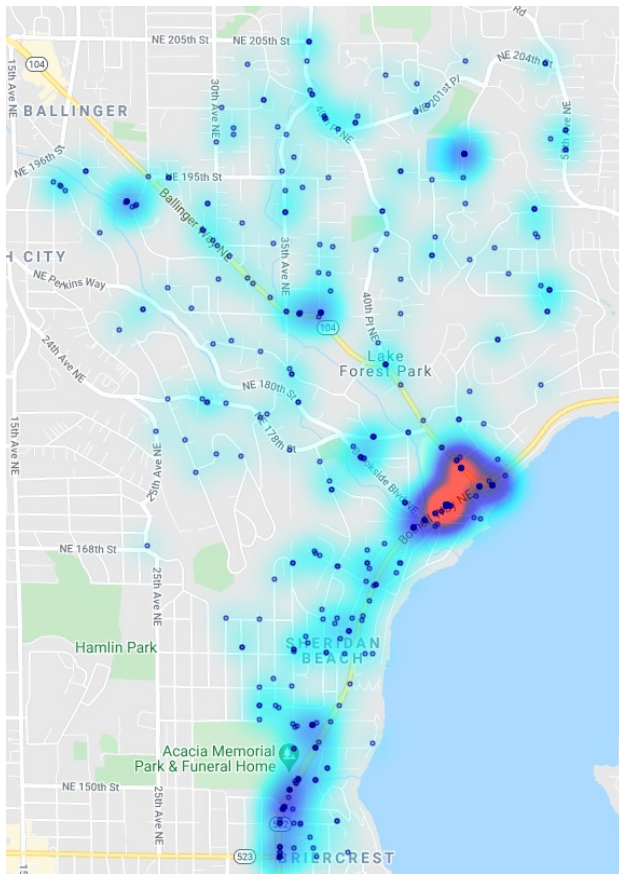
There has been a few nighttime burglaries, one at the Honorary Austrian Consulate 160th / 36th in which they entered an unlocked vehicle and used a garage door remote to enter attached garage. Another burglary was done in an occupied residence in the same area (165th/35th). The homeowner confronted the burglar and they fled. Several vehicles and a boat were prowled overnight.

An Uber EATS type of delivery driver left his vehicle running while he went up to a house, making a delivery. The vehicle was promptly stolen.

We have had several reports of mail theft, including from locking mailboxes that had been pried open. This is usually the case during this holiday period.

Over the last year, we have had 14 deaths in the city (not covid related) and unfortunately a community member walking his dog, discovered a resident had committed suicide using a firearm in his driveway.

Police calls for service heatmap for the month of November 2020:



Each blue dot is a call for service generated by dispatch or an officer. This map represents 599 calls for service incidents in November.

• **Meetings**

II. **Internal City Information**

III. **Council Information**

Engineering Department Update 12/3/20

Lyon Creek Culvert L60 Replacement Project: The general contractor Redtail has largely completed the culvert project, all that remains is installation of a short section of pedestrian railing and the utilities need to complete their restoration and removal of temporary facilities.

Lyon Creek Culverts L80-90 Replacement Project: Design consultant Gray & Osborne and city staff have been collaborating with WSDOT and King County Wastewater Treatment Division staff on vetting alternate sanitary sewer relocation designs. The design issue is that new culverts need to be so deep to meet current design requirements that it affects existing sewer mains.



City staff are awaiting the results of an RCO fish barrier grant application submitted for culvert construction funding.

Animal Acres Picnic Shelter

Accord Contractors have completed the shelter, anti-graffiti coating was applied this week.

Sound Transit 3

Staff are reviewing ST's 30% design documents. ST has provided a report intended to justify the need for double length transit stations at NE 165th.

If there are any questions or concerns with ST's project, those can be forwarded to the City Engineer and discussed with the ST project team.



SR 104/40th Place NE Roundabout

Seven consultants responded with statements of qualification for design of the roundabout. Transportation Solutions, Inc. was selected from this very qualified group of consultants and has been asked to provide a draft scope of work and fee proposal. The design contract is scheduled to appear on Council's 1/14/21 meeting agenda for adoption. This project is fully funded and scheduled for construction in the summer of 2022.

Lake Forest Park Town Center/Burke-Gilman Trail Connector

Design consultant V&M has been asked to provide a draft scope of work and fee proposal to advance the design for two options (one overhead, one below ground) to the 20% level.

Update on Communications Activities

The City's interdepartmental Communications Team began publishing the City's monthly electronic newsletter in January 2020, as a way to provide the community with timely City information in between publication of the quarterly print newspaper, *LFP Times*. Each department has been key in providing articles to inform and educate readers about what is going on within the City.

The subscriber count has grown to 262, not including the City Council, all City staff, Planning Commission, Tree Board, and Parks and Recreation Advisory Board. We hope more residents and community members find the publication useful and continue to sign up to receive it. If you would like to subscribe, click [here](#).

In addition to the eNewsletter, subscribers have the option of signing up to receive calendar notifications for the City's meetings and events calendars, City Council agendas, planning announcements, Town Center announcements, early recreation registration information, emergency alerts, bids/requests for proposal, an electronic copy of the *LFP Times*, and newflashes.

IV. Response to Citizen and Council Comments

Contract Reporting

Legislative Update

V. Community Events

- **Upcoming City Sponsored Events**

V. Meetings Calendar

City Council Work Session Meeting (virtual meeting) *Note earlier start time*

December 10, 2020, 5:30 PM - 7:00 PM. This meeting will be held virtually. City Hall is currently closed to the public. Please review information provided on the agenda, once it is available, for details on how to participate in the meeting.

City Council Regular Business Meeting (virtual meeting)

December 10, 2020, 7:00 PM - 9:00 PM. This meeting will be held virtually. City Hall is currently closed to the public. Please review information provided on the agenda, once it is available, for details on how to participate in the meeting.

City Council Committee of the Whole Special Meeting (virtual meeting)

December 14, 2020, 5:30 PM - 7:30 PM. This meeting will be held virtually. City Hall is currently closed to the public. Please review information provided on the agenda, once it is available, for details on how to participate in the meeting.

City Council Budget & Finance Committee Meeting (virtual meeting)

December 17, 2020, 6:00 PM - 7:30 PM. This meeting will be held virtually. City Hall is currently closed to the public. Please review information provided on the agenda, once it is available, for details on how to participate in the meeting.

Parks and Recreation Advisory Board Meeting - CANCELED

December 23, 2020, 7:00 PM - 8:00 PM

City Hall Closed (Christmas Day Holiday)

December 25, 2020, 9:00 AM - 5:00 PM